

UNITED ARAB EMIRATES  
MINISTRY OF FINANCE



الإمارات العربية المتحدة  
وزارة المالية

نموذج (13) وثائق  
2025/01/28-ID197985-4

# Open Data Usage Guide

|                        |                                     |
|------------------------|-------------------------------------|
| Responsible Department | Data Governance and Analysis Office |
|                        | .....                               |
| Approval               |                                     |

|   |  |
|---|--|
| Version No.:<br>Number and Date Request:<br>Number of pages: (the total number) | All rights reserved to the Ministry of Finance |
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## Introduction

The Ministry of Finance in the United Arab Emirates is committed to making open data available to support research, innovation, and enhance transparency. This guide provides a general framework on how to use open data responsibly and effectively, while adhering to the principles of open government and the demands of the digital age.

## Purpose of creating the guide

The purpose of this guide is to establish a regulatory framework for the use of open data, enabling entities and individuals to access and utilize data to support research and decision-making while ensuring compliance with relevant laws and policies and achieving the desired level of transparency.

## Scope

This guide applies to all open data released by the Ministry of Finance, allowing users to access and utilize the data in compliance with local and international laws while adhering to the rights and obligations outlined in this guide.

## Terms and definitions

| Term            | Definitions  |
|-----------------|--|
| Open Data       | Data that is made available to the general public for use in accordance with the terms and conditions set out in this guide. |
| Federal License | The terms that define the framework for open data usage in the UAE.  |
| User            | Any entity or individual accessing and utilizing open data.  |
|                 |  |

## Roles and Responsibilities

Open data is made available by the Ministry of Finance in accordance with approved practices and the terms and conditions set out in this guide. Users are responsible for complying with the terms of use and acknowledging the source when publishing or using the data.

The final classification of data as open data is approved by the competent and authorized entity within the Ministry of Finance, in accordance with the applicable policies and procedures, prior to its release to the public.

## The method of work

The Ministry of Finance provides open data in multiple formats, with a current focus on the Excel format to facilitate access. Users may use, distribute, and share the data freely, subject to compliance with the terms of use. The data is updated in accordance with approved practices, available resources, and applicable policies.

## References

This guide is based on the Federal Open Data License of the UAE, along with the policies and regulations issued by the Ministry of Finance and complies with applicable local and international laws related to data usage.

## Used Templates

To apply the guide, the following forms are used:

| forms names                      | forms numbers   |
|----------------------------------|---|
| Open Data Request Form           | <a href="https://mof.gov.ae/ar/open-data-landing/open-data-request-more-information">https://mof.gov.ae/ar/open-data-landing/open-data-request-more-information</a>   |
| Data Improvement Suggestion Form | <a href="https://mof.gov.ae/ar/open-data-landing/open-data-/request-more-information">https://mof.gov.ae/ar/open-data-landing/open-data-/request-more-information</a> |

## General Guidelines for Using Open Data

Open data is made available to all in multiple formats, in accordance with approved practices. It may be used for research and analysis purposes, subject to conditions such as acknowledging the source and complying with applicable laws. The Ministry welcomes users' feedback to enhance the quality of the data and the services provided.

## Terms and Conditions

Users of the Ministry's open data must:

- Ensure that the data usage complies with local and international laws.
- Refrain from using data subject to other intellectual property rights, such as patents and trademarks.
- Cite the original source when using or sharing the data.
- Refrain from using personal data or confidential information such as identity numbers or national identity documents.
- Provide detailed information about the file types, sizes, and publication dates to ensure transparency.

## Types of Open Data

The Ministry provides a variety of data sets, including but not limited to, subject to approval by the competent authorities and in a manner that does not conflict with applicable legislation and policies:

### **Expenditure Budget and Expenditure Budget Execution Data:**

Provides general and aggregated data on the approved expenditure budget and its execution for entities affiliated with the Ministry, enabling users to review spending trends and compare performance across fiscal years.

### **Revenue Budget and Revenue Budget Execution Data:**

Provides general and aggregated data on the approved revenue budget and its execution for the Ministry and its affiliated entities, helping users understand revenue trends and analyze changes over time.

### **Financial Statistical Reports and Data:**

Includes general financial statistical data and reports, such as government financial statistics, public debt figures, and transactions in assets and liabilities, made available through the Ministry's official publication channels.

## User Responsibilities

Users are responsible for utilizing the data responsibly, citing the Ministry of Finance as the official source, and avoiding any use that may harm the reputation of the UAE. They must also respect copyright and licensing terms while ensuring proper attribution to original authors or sources.

## Legal Disclaimer

The Ministry of Finance makes open data available as is, without warranties, and shall not be liable for any damages resulting from improper use of the data. Users are responsible for ensuring that the data is used appropriately in accordance with the terms set out in this guide.

## Federal Open Data License

The Ministry of Finance adheres to the standards of the UAE Federal Open Data License, which defines the terms and conditions for using open data. This ensures full compliance with all applicable requirements for data publication.

## Freedom to Use and Modify Data

The Ministry retains the right to modify and use the data for commercial or non-commercial purposes and allows third parties to use the data in accordance with open data terms.

## Non-Compliance

Failure to comply with these terms may result in the revocation of the usage rights granted.

## continuous improvement

The Ministry of Finance welcomes users' feedback to improve the quality of the available data and seeks to enhance it in accordance with approved practices and in line with applicable policies and procedures.

## Review and Development of the Guide

The guide is subject to periodic review to ensure its alignment with the latest policies and practices. Updates to the guide are based on user feedback and changes in government policies.

## Revision and development of the guide

| الاعتماد | الوحدة التنظيمية              | التاريخ    | الاعداد | اسم الإصدار/ التحديث                                   |
|----------|-------------------------------|------------|---------|--|
|          | مكتب حوكمة<br>وتحليل البيانات | 2025-2026  |         | دليل الإرشادي لاستخدام البيانات<br>المفتوحة - الاصدار2 |
|          | مكتب حوكمة<br>وتحليل البيانات | 2024-11-22 |         | دليل الإرشادي لاستخدام<br>البيانات المفتوحة - الاصدار  |